

**State of Connecticut  
Commission on Human Rights and Opportunities  
Regular Commission Meeting  
Legislative Office Building – Rm 1A  
Hartford, CT 06106  
Wednesday, March 8, 2017  
2:00 p.m.**



**Regular Commission Meeting Minutes**

**Commissioners Present**

Cherron Payne, Chair  
Ed Mambruno, Secretary  
Lisa Giliberto  
Andrew Norton

Joseph Suggs  
Shuana Tucker  
Edith Pestana

**Staff Present**

Tanya Hughes, Executive Director  
Cheryl Sharp, Deputy Director  
Michelle D. Keuler, Commission Counsel III

Donna W. Brillant, Regional Manager  
Monica H. Richardson, Executive Secretary

I. Chairperson, Cherron Payne, Presiding

The meeting convened at 2:06 p.m.

II. Secretary, Edward Mambruno

A motion was made by Commissioner Pestana to approve the Minutes of the February 8, 2017 Regular Commission Meeting. It was seconded by Commissioner Tucker. The vote was 6 –Yes, 0 – No, and 0 - Abstentions. The motion carried.

III. Affirmative Action Recommendations – Vote Required

The following plans were presented by Deputy Director, Cheryl Sharp: Insurance Department and the Department of Developmental Services.

A. Staff Recommendations: **Approval**

## **1. Insurance Department**

Representing the agency was Patricia Tiberio, Principal HR Specialist and Leah Glende, EEO Manager.

The plan was recommended for **approval** based on compliance with the following: It contained all elements required; the agency demonstrated good faith efforts to achieve its goals; the agency did not meet or substantially meet all of its hiring goals at 30%. The promotion goals were met at 66.6% and program goals were met at 100% for this filing period. They did not have deficiencies in the prior plan review, therefore a Letter of Commitment was not required.

The Contract Compliance Set-Aside Program for FY 2015/2016 showed 333.8% for the SBE Goal achievement and 731% for the MBE.

The filing history is as follows: 2008, 2009, 2010, 2011 and 2014, approved. The current plan is recommended for approval and to retain biennial filing status.

A motion was made by Commissioner Norton and seconded by Commissioner Pestana to **approve** the plan and to retain biennial filing status of the Insurance Department. The motion carried unanimously.

## **2. Department of Developmental Services**

Representing the agency were Acting Commissioner Jordan Sheff and Carl Jordan, EEO Director.

The plan was recommended for **approval** based on compliance with the following: It contained all elements required; the agency demonstrated good faith efforts to achieve its goals. The agency did not meet all or substantially meet all of its hiring goals at 33%. The promotion goals were met at 33% and the program goals were 100% met for this filing period.

The Contract Compliance Set-Aside Program for FY2015/2016 showed 148% goal achievement for the SBE and 135% for the MBE.

The five year filing history is as follows: 2011—conditionally approval, 2012 and 2013 were approved, 2014—conditionally approved and 2015, approved. They were recommended to retain their annual filing status.

A page was missing from the summary –page 4. (It was sent to DDS on March 16)

A motion was made by Commissioner Norton and seconded by Commissioner Suggs to

**approve** the plan and to retain annual filing status for the Department of Developmental Services. The vote was 4- Yes, 0 – No, and 1- Abstention. The motion carried.

#### IV. PETITION for DECLARATORY RULING

A Petition for Declaratory Ruling was requested by the Office of the State Comptroller on behalf of the Connecticut State Employee Campaign Committee (CSECC).

Chair Payne recused herself. Commissioner Norton presided as Chair for this portion of the meeting.

A motion was made by Commissioner Giliberto and seconded by Commissioner Suggs to accept staff recommendation to agree to issue a declaratory ruling by a specified date. The vote was unanimous; motion carried.

#### V. CONTRACT COMPLIANCE

##### Request for Exemption:

A Request for Exemption was presented by (UCONN) Rudd Center for Food Policy and Obesity Contract Extension with the Nielsen Company (U.S.) LLC.

A motion was made by Commissioner Pestana and seconded by Commissioner Suggs to accept staff recommendation that the request for exemption be conditionally granted as outlined in the request. The vote was unanimous; motion carried.

#### VI. Division Reports

Executive Director's Report: presented by Tanya Hughes, Executive Director

##### PERSONNEL

- Bridgeport: 2 recent losses (Susan; Shannon); Regional Manager position remains vacant;
- Cross-training initiated;
- Refill as allowed (submitted 14 requests); must maintain substantial equivalency to EEOC/ HUD;
- OPH: vacancy remains and chair appointment has expired

DIVERSITY COUNCIL- working closely with A. Simonetti to develop a CHRO Diversity and Inclusion Committee that will address systemic, cultural and behavioral challenges at our agency with a focus on respect for and appreciation of every employee. Each employee should feel valued, respected and supported.

RACIAL PROFILING: continuing to be a part of the part of this committee and the team to educate and increase police and community relations.

COMPUTER REFRESH: in full motion for entire agency beginning with Central office which includes Cap., OPH, Housing and AA/CC.

LEGISLATIVE HEARINGS: daily

EXTERNAL EVENTS: frequently; interviewed by NBC /Today; WNHH; WEBE 103; NPR

AGENCY-WIDE TRAINING: June 16, 2017

TRAINING EVENTS:

Springfield: Housing, HUD, EEOC, etc.

A detailed Production report was provided.

Outreach Report: presented by Cheryl Sharp, Deputy Director

#### Future Outreach Activities

- Disability summit at Mohegan Sun, March 11.
- Fair Housing Training, March 18.
- Legislative Committee for Norwich Chamber of Commerce – new/ongoing
- Kids Speak and Kids Court, May 23, Commissioners needed as proctors
- Sexual harassment and Anti-Discrimination Training, March 3
- CBA Training, March 16

#### Outreach Successes

- Quinnipiac Law School Client counseling, Feb 4, Attorney Kim Jacobsen
- New Britain DAT, Feb 24, Tanya Hughes, Keynote speaker
- CEO event Honoring African American legislators, Feb 22, Tanya Hughes, Cheryl Sharp
- DORS, Feb 6, CHRO, Commissioner Norton
- Legislative Breakfast, Feb 8, CHRO Legislative Committee

A detailed report was provided.

Legislative Report: presented by Michelle Dumas Keuler, Commission Counsel

CHRO has given testimony regarding the:

- HB 6695 –Conversion Therapy
- Disability summit – March 11 at Mohegan Sun
- How are the bills chosen for discussion

- Testimony before the Appropriations Committee and subgroups – Tanya and Cheryl
- Age discrimination in hiring
- Paid Family leave
- Voter Rights – early vote, extended hours
- Domestic Workers – Cheryl Sharp and David Kent met with Senator McCrory and Representative Robyn Porter

VII. New Business: N/A

VIII. Executive Session

*(Requires a two-thirds vote of Commissioners Present and Voting – Staff and Guests Invited to Attend Must Be Noted)*

Commissioner Pestana moved to go into executive session. The motion was seconded by Commissioner Mambruno. The motion was carried by unanimous vote at 3:54 pm.

Invited into Executive session was Tanya Hughes, Cheryl Sharp, Michelle Dumas Keuler, and Jody Walker Smith.

Personnel matter

CHRO ex rel. Gary Custis v. The Higgins Group, et al.  
CHRO Case No. 1650186

CHRO ex rel. Gary Custis v. Karen McCormack, et al.  
CHRO Case No. 1650187

IX. Return from Executive Session

Commissioner Pestana made a motion to resume the meeting following Executive session at 4:15 and it was seconded by Commissioner Tucker. The motion carried unanimously.

1. Personnel Matter – No Vote required
2. CHRO ex rel. Gary Custis v. The Higgins Group, et al.  
CHRO Case No. 1650186

A motion was made by Commissioner Norton and seconded by Commissioner Mambruno to accept staff recommendation to have the commission legal counsel file

in Superior court and seek conjunctive relief, punitive damages, and civil penalty.  
The vote was unanimous.

3. CHRO ex rel. Gary Custis v. Karen McCormack, et al.  
CHRO Case No. 1650187

A motion was made by Commissioner Norton and seconded by Commissioner Mambruno to accept staff recommendation to have the commission legal counsel file in Superior court and seek conjunctive relief, punitive damages, and civil penalty.  
The vote was unanimous

X. Old Business: Waterbury Public Schools, Michelle Dumas Keuler, Commission Counsel

The commission's counsel will meet with Linda Whiby by of Waterbury and finalize report.

XI. Adjournment

A motion was made by Commissioner Pestana to adjourn the meeting and seconded by Commissioner Mambruno. The motion to adjourn carried unanimously. The meeting ended at 4:14 p.m.